



Parking Advisory Committee

Date: Thursday, February 16, 2023

Time: 2:00 PM – 3:00 PM

Location: Conducted via Remote Participation

Agenda

1. Greetings and introductions, notice regarding online meetings.
2. Update: Parking meter issues and forthcoming upgrades.
3. Discussion: Proposed FY24 parking fund budget.
4. Vote on whether to approve the proposed FY24 parking fund budget.
5. Set next committee meeting date and time.
6. Any other business.
7. Adjourn.

Attachments:

- 1) Proposed FY24 parking fund budget.
- 2) Pay by Phone Operations Management Dashboard
- 3) Parking Benefits Budget Request FY24

PARKING FUND BUDGET

REVENUES	PROJECTED FY23	FY23 ACTUAL 2/2/23	PROJECTED FY24
Single Space Meters	\$ 105,032.48	\$ 69,758.76	\$ 259,798.00
Multi-Space Meters	\$ 83,108.82	\$ 45,838.61	\$ 139,985.00
Charging Station	\$ 14,363.76	\$ 7,181.88	\$ 5,317.00
Pay by Phone	\$ 76,009.98	\$ 57,137.13	N/A
Interest	\$ 16,909.92	\$ 11,431.42	\$ 11,824.00
TOTAL	\$ 295,424.96	\$ 191,347.80	\$ 416,924.00

EXPENDITURES	PROJECTED FY23	FY23 ACTUAL 2/2/23	PROJECTED FY24
MAINTENANCE AND OPERATION			
IPS, CC Fee, Coin Collection	\$ 115,188.00	\$ 149,581.67	\$ 163,100.00
Lease Payments	\$ 6,000.00	\$ 3,500.00	\$ 6,000.00
Parking Enforcement/Admin	\$ 103,948.00	\$ 103,948.00	\$ 111,325.00
Meter Upgrade	\$ 104,497.00		
PCO Replacement Vehicle	\$ 21,090.00	\$ 25,000.00	\$ -
Maintenance and Operation Subtotal	\$ 350,723.00	\$ 282,029.67	\$ 280,425.00
PARKING BENEFIT DISTRICT			
Chestnut Street Safety Improvements	\$ 50,000.00	\$ -	\$ -
Russell Common Lot	\$ 65,000.00	\$ -	\$ -
Big Belly Trash Collector	\$ -	\$ -	\$ 50,000.00
Seasonal Plantings	\$ 20,000.00	\$ 9,685.00	\$ 20,000.00
Sidewalk on Old Mystic St., west of Mystic/Pleasant St.	\$ 40,000.00	\$ -	\$ -
RR Lot Blue Bike Station	\$ -	\$ -	\$ -
Parking Benefit District Subtotal	\$ 175,000.00	\$ 9,685.00	\$ 70,000.00
TOTAL	\$ 525,723.00	\$ 291,714.67	\$ 350,425.00

	PROJECTED FY23	PROJECTED FY24
REVENUES	\$ 295,424.96	\$ 416,924.00
EXPENDITURES	\$ 525,723.00	\$ 350,425.00
Surplus (Deficit)	\$ (230,298.04)	\$ 66,499.00
End of Prior FY (FY22 + FY23) Fund Balance	\$ 526,254.00	\$ 295,955.96
End of FY Anticipated Fund Balance Fund Balance (FY23+FY24)	\$ 295,955.96	\$ 362,454.96

CARRY FORWARD SOY 7.1.22

\$526,254.00

Updated February 15, 2023

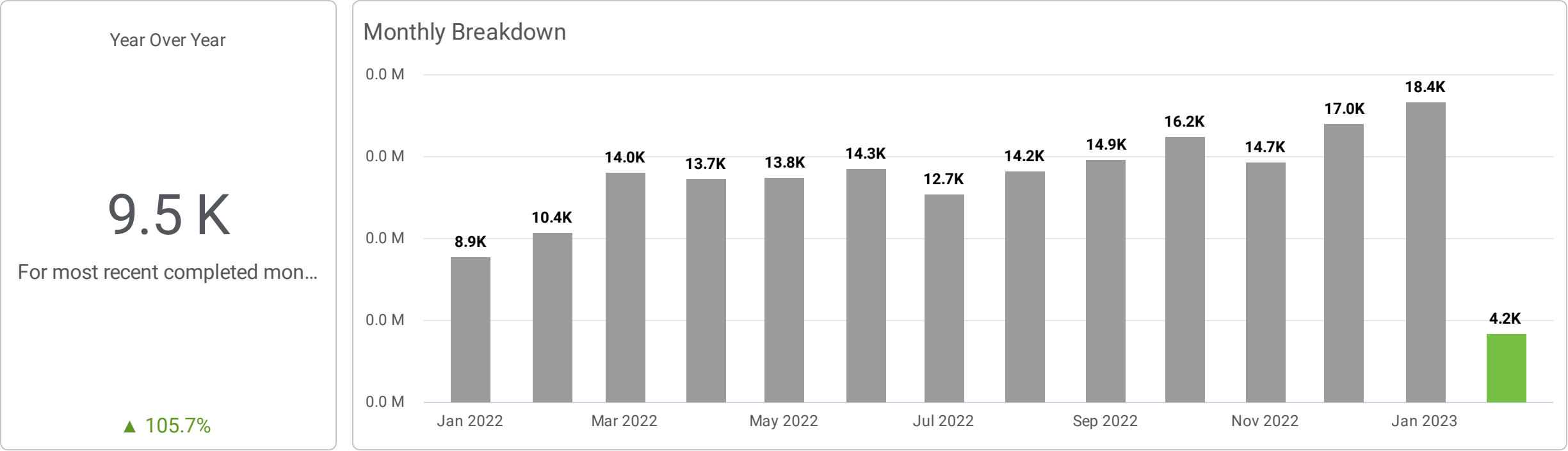


payby
phone®

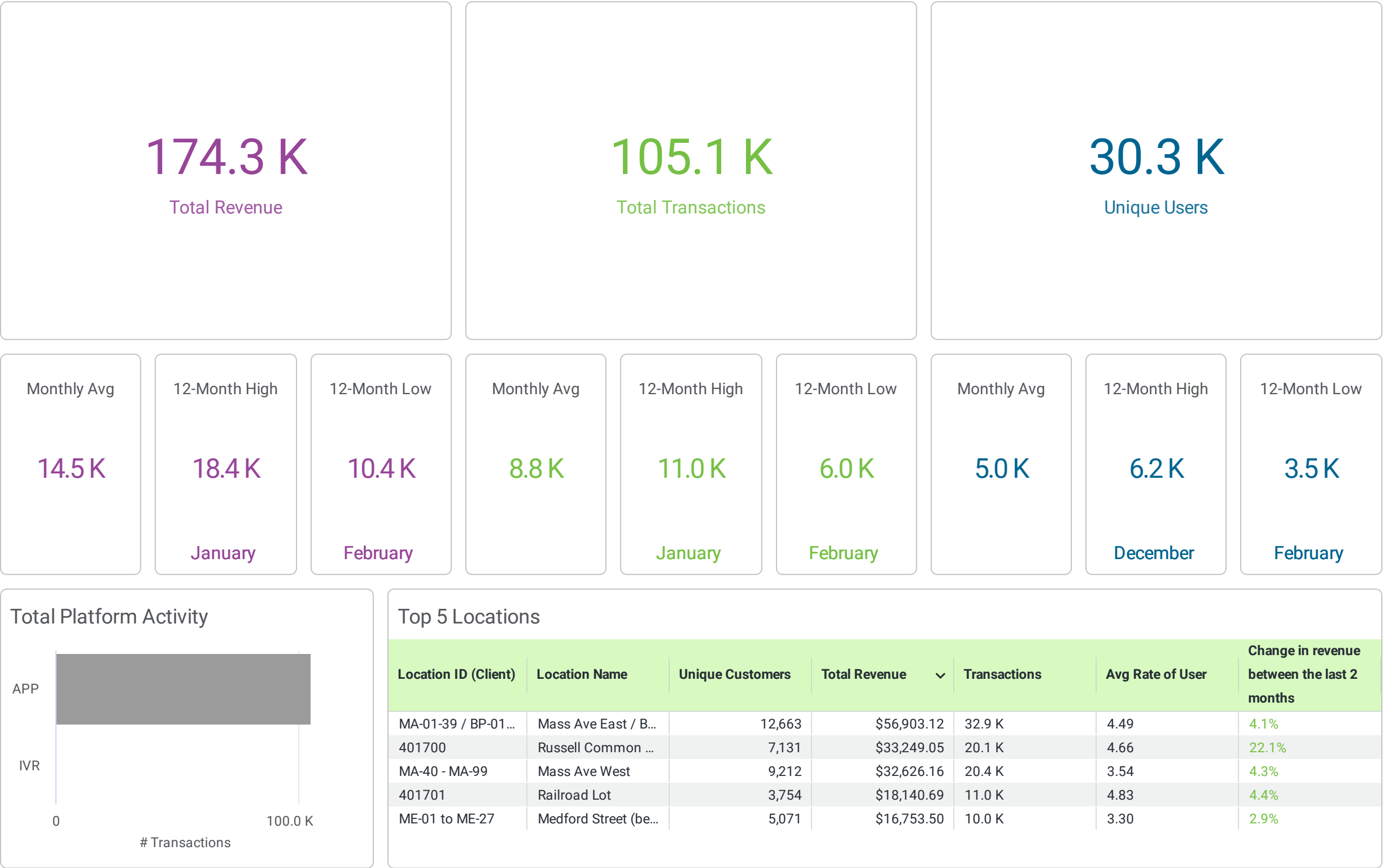
Operations Management Dashboard

USD (\$)
Currency

Total Revenue from PayByPhone Services



Performance overview for last 12 months



Payment methods Used for PayByPhone Transactions

Customer Payment Method					
(over the last 12 months)					
Payment Method	Transactions	1 Month ago	2 Months ago	Difference	% Change
VISA	69.7 K	7,329	6,979	350	4.8%
MASTERCARD	30.1 K	3,223	2,989	234	7.3%
AMEX	205	15	18	-3	-20.0%
Totals	100.0 K	10,567	9,986	581	5.5%

Item	Amount	Notes	
Seasonal Pots on Mass Ave. in Center	\$20,000		
Seasonal Plantings in new pots in Broadway Plaza	\$8,000		
Seasonal plantings in Medford St. Parklet	\$3,800		
Watering of Seasonal Plantings	\$7,700	\$110/watering, estimated 70 waterings/yr (includes labor and water)	#5, 6, 7 How can we make this happen?
Weeding and Maintenance of median strips in Center		need DPW input on buget amount	Important to protect investment in plantings
Trash Management- business centers		big bellies, person to clean up, signage ("Keep our town clean"), etc	and keep Center clean!
Planting and maintenance of Town Hall Gardens.		Water fountain, flag pole area, etc.	
Removal of extra large pots in Center media strip (leftover from Broadway Plaza project) OR planting of these pots OR planting and maintenance of these. Recentering of pots on median strip.		These are an eyesore	
Continuation of patriotic flag and banner display. Additional flags, replacement flags, replacement hardware	\$7,500	Will need to replace several from last year and also would like to add more. need better hardware and better poles	
Retrofit of Center lamp posts and/or median strip electrical poles to accomodate holiday lighting ***top priority from DPW***		****Top proirity fromDPW for 2023-2024****	Jim Feeney and Mike Rademacher will have an idea of how much this should cost. We have been talking about this.
Seasonal Banners in Center	\$5,000		
Purchase winter holiday decorations for Arlington Center	\$20,000	Garlands, lights, bow, snowflake lights, etc	
Total	\$72,000		